



City of Gustavus
P.O. Box 1
Gustavus, AK 99826
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PUBLIC PACKET

August 10, 2015



GUSTAVUS CITY COUNCIL

GENERAL MEETING

AUGUST 10TH, 2015

7:00 PM CITY HALL

Gustavus City Council:

Mayor (Seat D):
Mike Taylor
mike.taylor@gustavus-ak.gov
mayor@gustavus-ak.gov
Term Expires 2017

Vice Mayor (Seat E):
Tim Sunday
tim.sunday@gustavus-ak.gov
Term Expires 2015

Council Member (Seat A):
Lori Trummer
lori.trummer@gustavus-ak.gov
Term Expires 2016

Council Member (Seat B):
Jeff Irwin
jeff.irwin@gustavus-ak.gov
Term Expires 2016

Council Member (Seat C):
Jon Howell
jon.howell@gustavus-ak.gov
Term Expires 2015

Council Member (Seat F):
Tania Lewis
tania.lewis@gustavus-ak.gov
Term Expires 2015

Council Member (Seat G):
Greg Streveler
greg.streveler@gustavus-ak.gov
Term Expires 2015

Gustavus City Hall:

City Clerk:
Lori Ewing
lori.ewing@gustavus-ak.gov

AGENDA

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Minutes:**
 - A. General Meeting Minutes July 13, 2015**
- 4. Mayor's Request for Agenda Changes**
- 5. Committee Reports:**
 - A. GVA**
 - B. Roads**
- 6. Public Comment on Non-agenda Items Only:**
- 7. Consent Agenda**
- 8. Ordinance for Public Hearing:**
 - A. FY16-01NCO Providing for the Amendment of City Held Accounts in Fiscal Year 2015**
- 9. Unfinished Business**
- 10. New Business:**
 - A. MOA for Rink Creek Bridge Replacement Project #68064**
 - B. Ratification of the Appointments to Harbor Appeal Panel**
 - C. Resolution CY15-24 Supporting Continuation of ORV access in the "Prouty Ditch" trail, west of the Good River Road terminus**
 - D. Approval of GCN Consultant Agreement**
- 11. Staff Reports:**
 - A. DRC**
- 12. City Council Reports:**
 - A. Treasurer's Report**
 - B. City Clerk's Report**
 - C. Mayor's Report**
- 13. City Council Questions and Comments**
- 14. Public Comments on Non-Agenda Items**
- 15. Executive Session**
- 16. Adjournment**

Item No. 1 Call to Order

Item No. 2 Roll Call

Item No. 3 Approval of Minutes

A. Minutes of General Meeting July 13, 2015

**GUSTAVUS CITY COUNCIL
GENERAL MEETING MINUTES
JULY 13TH, 2015**

1. CALL TO ORDER:

A General Meeting of the Gustavus City Council is called to order on July 13th, 2015, at 7pm by Mayor Taylor. There are fourteen (14) members of the public in attendance at Gustavus City Hall.

2. ROLL CALL:

A. Council Seat C – Jon Howell, Oath of Office administered by L. Ewing, City Clerk

B. General Roll Call of Council Members

Comprising a quorum of the City Council the following are present:

Mayor Taylor
Council Member Trummer
Council Member Irwin
Council Member Streveler
Council Member Lewis
Council Member Howell

Clerk's note: Council Member Trummer arrived at 7:21pm;

The following members are not present:

Vice Mayor Sunday - *excused*

3. APPROVAL OF MINUTES:

A. Minutes from the June 8th, 2015, General Meeting are presented.

MOTION: Council Member Streveler moves that we approve the General Meeting Minutes from June 8th, 2015, as presented.

SECONDED BY: Council Member Lewis

PUBLIC COMMENT: None

ROLL CALL VOTE ON MOTION:

YES: Taylor, Irwin, Streveler, Lewis, Howell

NO:

RECUSED:

MOTION **PASSES**/FAILS 5/0

B. Minutes from the June 17th, 2015, Special Meeting are presented.

MOTION: Council Member Streveler moves that we approve the Special Meeting Minutes from June 17th, 2015, as presented.

SECONDED BY: Council Member Irwin

PUBLIC COMMENT: None

ROLL CALL VOTE ON MOTION:

YES: Taylor, Irwin, Streveler, Lewis, Howell

NO:

RECUSED:

MOTION **PASSES**/FAILS 5/0

C. Minutes from the July 8th, 2015, Special Meeting are presented.

MOTION: Council Member Lewis moves that we approve the Special Meeting Minutes from July 8th, 2015, as presented.

SECONDED BY: Council Member Streveler

PUBLIC COMMENT: None

ROLL CALL VOTE ON MOTION:

YES: Taylor, Irwin, Streveler, Lewis, Howell

NO:

RECUSED:

MOTION **PASSES**/FAILS 5/0

4. MAYOR'S REQUEST FOR AGENDA CHANGES: None

5. COMMITTEE REPORTS

6. PUBLIC COMMENT ON NON-AGENDA ITEMS:

A. Rep. Sam Kito – Legislative Session update, Q&A

B. M. DeBoer – Dude Creek Critical Habitat Area

C. J. Hudson – Update on culvert replacement projects

7. CONSENT AGENDA:

A. Resolution CY15-19/FY16-01NCO Establishing the State of City Grants for Department Special Projects and Needs Beyond the Scope of the Fiscal Year Budget (Read by Council Member Lewis)

B. Revised GVFD Chief Position Description

C. Resolution CY15-21 Amending the Policy and Procedure for Employee Benefits (Read by Council Member Howell)

D. Resolution CY15-22 Clarifying Sales Tax Exemptions for Employee Tips (Read by Council Member Streveler)

MOTION: Council Member Lewis moves to adopt the Consent Agenda as presented by unanimous consent.

SECONDED BY: Irwin

PUBLIC COMMENT: None

CONSENT AGENDA ADOPTED BY UNANIMOUS CONSENT

8. ORDINANCE FOR PUBLIC HEARING

9. UNFINISHED BUSINESS

10. NEW BUSINESS:

A. Approve DRC's Solid Waste Permit Renewal with ADEC

MOTION: Council Member Trummer moves that to approve DRC's Solid Waste Permit Renewal Application with supportive documents.

SECONDED BY: Council Member Lewis

PUBLIC COMMENT:

A. P. Berry – Renewal every 5 years; due August 2, 2015

ROLL CALL VOTE ON MOTION:

YES: Taylor, Trummer, Irwin, Streveler, Lewis, Howell

NO:

RECUSED:

MOTION **PASSES**/FAILS **6/0**

11. STAFF REPORTS:

A. Library – written report submitted by B. Ohlson

B. GVFD – oral/written report submitted by D. Pedersen

12. CITY COUNCIL REPORTS:

A. City Treasurer's Report – no report submitted

B. City Clerk's Report – oral/written report submitted by L. Ewing

C. Mayor's Report: - oral/written report submitted by M. Taylor

13. CITY COUNCIL QUESTIONS AND COMMENTS:

A. M. Taylor – Dude Creek Critical Habitat Area easement

B. T. Lewis – has been absent and a great amount of work has been done, thank you and it's nice to be back

C. G. Streveler – Two iterations of the Dude Creek Critical Habitat Area Management Plan; –would like to discuss at next Work Session

14. PUBLIC COMMENT ON NON-AGENDA ITEMS ONLY:

A. J. Hudson – appreciates all the volunteer hours put into projects

15. EXECUTIVE SESSION

16. ADJOURNMENT:

Hearing no objections, Mayor Taylor adjourns the meeting at 8:39pm.

Item No. 4 Mayor's Request for Agenda Changes

This is the opportunity for the Mayor to request any changes or revisions to the agenda. **NO CHANGES INVOLVING THE CITY FINANCES ARE TO BE MADE.** If there are any changes since the first publication of the agenda, those changes should be announced and approved.

★After General Consent (or Motion, Second and Vote) Mayor announces "the Agenda is set".

Item No. 5 Committee Reports:

A. GVA

B. Roads

Item No. 6 Public Comment on Non-Agenda Items Only:

This is the first opportunity for the public to comment on non-agenda items only. The Council listens to each presenter. **The Council will not engage with the presenter. The comments being made are not on the Agenda. The presenter shall be thanked for their comment(s).** **Comments on agenda items should be addressed at the time the Item is open to public comment.**

Item No. 7 Consent Agenda

Item No. 8 Ordinance for Public Hearing:

A. FY16-01 Providing for the Amendment of City Held Accounts for Fiscal Year 2015

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY16-01NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF THE
CITY HELD ACCOUNTS IN FISCAL YEAR 2015**

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

Section 1. Classification. **This is a Non-Code Ordinance.**

Section 2. In Fiscal Year 2016 the following City held account balance transfers to be made for reasons stated in each transfer, with NCO's and Resolutions notated as appropriate.

Section 3. The budget is amended to reflect the changed estimates as follows;

ACCOUNTS	AMOUNTS		
	Account Balance*	Amended balance	Change
	<i>*Approximate, this is a dynamic value.</i>		
AMLIP – Beach <i>City Grant funds - reference Resolution 2014-01 and CY15-19</i>	\$ 50,003.65	\$ 15,968.00	\$-34,035.65
AMLIP – Library <i>City Grant funds - reference Resolution 2014-01 and CY15-19</i>	\$ 50,004.47	\$ 1,915.37	\$-48,089.10
AMLIP – DRC <i>City Grant funds reference Resolution 2014-01 and CY15-19</i>	\$122,516.75	\$ 89,240.11	\$-33,276.64
FNBA Checking	\$135,609.70	\$251,011.09	\$115,401.39
Total Change in Account Balances			\$ 0.00

Section 4. The City Held accounts are hereby amended as indicated.

Section 5. Effective Date. This ordinance becomes effective upon its adoption by the Gustavus City Council.

DATE INTRODUCED: *July 13, 2015*

DATE OF PUBLIC HEARING: *August 10, 2015*

PASSED and **APPROVED** by a duly constituted quorum of the Gustavus City Council this ____ day of _____, 2015.

Mike Taylor, Mayor

Attest: Lori Ewing, City Clerk

Item No. 10. New Business:

A. MOA for Rink Creek Bridge Replacement Project #680649 (available for review)

B. Ratification of the Appointments to the Harbor Appeal Panel

C. Resolution CY15-24 Supporting Continuation of ORV access in the “Prouty Ditch” trail, west of the Good River Road terminus

**CITY OF GUSTAVUS, ALASKA
RESOLUTION CY15-24**

**A RESOLUTION SUPPORTING CONTINUATION OF ORV ACCESS TO THE “PROUTY DITCH” TRAIL,
WEST OF THE GOOD RIVER ROAD TERMINUS**

WHEREAS, the “Prouty ditch” trail, west of the Good River road terminus, has been used for years for vehicular access to approach more closely moose hunting areas in the vicinity, and

WHEREAS, the immediate proximity of private lands flanking the trail, and a ditch transecting the trail, restrict legal and feasible access for motorized vehicles to a narrow strip containing the trail, extending for approximately 1000 feet westward from the road terminus, and

WHEREAS, it is difficult or impossible for a truck or other road vehicles to turn around legally in this constrained corridor, while smaller off-road vehicles (ORVs) can legally perform this maneuver, and

WHEREAS, recent residential development adjacent to the trail accentuates the need to recognize private land constraints, and

WHEREAS, fish passage improvements for the “Prouty ditch” stream, a project of the US Fish and Wildlife Service, are planned to include replacement of the culvert and its associated (presently eroding) stream crossing, which has allowed vehicular access to the trail, and

WHEREAS, fish passage improvement plans entail constructing a small bridge crossing the “Prouty ditch” stream just wide enough to accommodate ORVs but not larger vehicles, and

WHEREAS, the USFWS plan envisions allowing small ORV access to the Prouty ditch trail only for handicapped permittees, and

WHEREAS, the small amount of recent and likely future ORV use of the Prouty ditch trail by all types of users, handicapped and otherwise, is unlikely to have appreciable adverse social or environmental impacts on this already-hardened trail,

NOW, THEREFORE, BE IT RESOLVED that plans for fish passage improvements be revised to accommodate small ORV access to the Prouty ditch trail for all users operating lawfully.

PASSED and **APPROVED** the _____ day of _____, 2015, and effective upon its adoption.

Mike Taylor, Mayor

Attest: Lori Ewing, City Clerk

D. Approval of GCN Consultant Agreement (available for review)

Item No. 11 Staff Reports:

A. DRC

Gustavus Disposal & Recycling Center
August 2015
Facility Statistics for the Fiscal Year 2015 (July 1st – June 30th)
Five Year Comparison

	FY11	FY12	FY13	FY14	FY15
Waste intake¹					
Pounds of recyclables ²	151,404	182,121	183,321	185,061	202,927
Pounds of non-recyclable trash	72,566	83,171	75,129	81,768	88,632
Total pounds waste delivered <i>Note 2</i>	223,970	265,292	258,450	266,829	291,559
Cu. yards Construction/ Demolition waste (C/D) & ash (<i>uncompressed</i>) <i>Note 1</i>	70	73	79	143	97
Operating time					
Number of days receiving waste during reporting period (<i>includes appointments</i>)	135	140	166	187	210
Number of customer transactions	3,341	3,903	4,066	4,227	4,601
Pounds per day average <i>Note 2</i>	1,659	1,895	1,557	1,427	1,388
The processing of recyclables³					
Number of southbound recycle shipments	5	3	5	4	4
Recyclables baled for export to Seattle in pounds	41,708	75,826	67,309	66,019	75,652
<i>in bales</i>	48	77	70	71	80
Pounds of food waste composted	45,319	58,727	60,671	56,473	60,333
Pounds of glass bottles pulverized	41,420	49,730	48,160	46,470	52,625
Income & expense metrics					<i>Note 4</i>
Income	\$54,819	\$60,077	\$67,989	\$75,528	\$74,714
Expense	\$66,242	\$83,244	\$85,328	\$94,136	\$96,206
Cost per pound average ⁵	\$0.31	\$0.31	\$0.33	\$0.35	\$0.33

(Version 1) compiled by PNB 07/19/15 paul.berry@gustavus-ak.gov

- 1 C/D waste calculations were changed in FY14. Previous years were updated using the same formula and the resulting numbers are significantly different than the FY13 Facility Statistics report.
- 2 Totals include recorded aluminum can weights and previous 5 year comparison reports did not. All five years data was recalculated and this added ~800 pounds to each year (*note: most aluminum cans are not weighed however so the actual weight is going to be higher*).
- 3 Baled weights do not include recyclables such as lead-acid batteries, TV's, fluorescent lamps etc. (several thousand pounds). The November reports are a better source of the total weight of all materials recycled.
- 4 Income & expense numbers are pre-audit
- 5 Does not include C/D waste in the calculation

Item No. 12 City Council Reports:

A. City Treasurer's Report

B. City Clerk's Report

C. Mayor's Report

Mayor's Report August 10, 2015

The August General Meeting begins the eleventh month of our Council year. While there is substantial progress to report, there remains ever more to accomplish. Here is a synopsis of activities and plans, with our grateful appreciation to the people and organizations who have made them possible:

1. Culvert Removal / Fish Passage Improvement projects. Six years of work to get funding and arrange contracting for correction of a serious traffic hazard where Good River Road crosses Harry Hall Creek (the same stream that parallels Mountain View Road from the Park Boundary area) came to fruition this month with the removal of the failing culverts and the construction of a new timber bridge by Glacier Bay Construction. Thanks to Ponch, Justin, and Kenny Marchbanks for another fine successful job! We extend our appreciation also to our State Legislative delegation, indeed to the entire Legislature, for the Capital Improvement Project funding that made this project possible and also to John Hudson of the Juneau office of the US Fish and Wildlife Service for design funding. Thanks to them we now have a 60 ft long timber bridge with guard rails that greatly improves traffic safety while eliminating an obstacle to fish passage on the stream. Another new timber bridge with substantial curbs, similar to that installed at Spruce Lane last September, will be built by Glacier Bay Construction at Tong Road, beginning about August 24. Additional bridges to eliminate fish passage barriers are scheduled for two private driveways with funding from US FWS in 2016.

2. Dude Creek Critical Habitat Area (CHA) entry improvements. Following last month's ADF&G-funded construction of improved turnaround and parking at the end of Good River Road by Glacier Bay Construction, the US FWS has contracted directly with Fairweather Construction to remove a perched culvert and the badly eroding embankment over the stream there, and to construct a narrow timber bridge to provide continued access for all who enjoy hunting, bird watching, and hiking in the CHA. This work is scheduled for late August. We appreciate the support, suggestions, and ideas of the property owners bordering the CHA entry, and of other users of the area. The project will be better for their input.

3. Salmon River Harbor Cleanup. Marine Facilities Coordinator John Sanchez continues to make excellent progress in removing improperly stored vessels, derelict vessels, junk trailers and other debris from the Salmon River Boat Harbor this month. Many thanks to Brad Rider of DOT for assistance with the State front-end loader/forklift. We also appreciate the many harbor users who have stepped up to claim and take home disused vessels and trailers, or who have given the City permission to remove, destroy or recycle vessels and trailers that are no longer serviceable. We plan to burn several old wooden hulls, disused wooden floats and other debris this month. Metal materials will be directed to scrap metal recycling. We continue to work with a few harbor users to arrange disposition of several vessels.

As we complete the harbor cleanup this summer watch for more improvements over the next year that will serve Gustavus residents and visitors using our marine facilities. The Council will be reviewing and adjusting the harbor usage fee structure over the next month to assure continuing maintenance of both the Salmon River Harbor and the City float system at the Dock on Icy Passage.

4. Float System at the Dock. It's been another busy summer at the dock and we are thankful for the excellent cooperation of commercial and charter fishing operators and recreational users making the most of limited dock space. Brad Rider has generously assisted John Sanchez with heavy maintenance tasks on the floats. Representatives of Alaska DOT&PF visited Gustavus recently as part of their work to plan a replacement for the storm-damaged breakwater float. We are hopeful that a replacement will

be in place next summer. We continue to work with DOT engineers as they design and install a new, stronger structure.

5. Rink Creek Bridge Replacement. DOT engineers visited Gustavus in July for a site visit as they finalize a plan to replace the old Rink Creek Bridge. This is a State Transportation Improvement Project (STIP) with federal funding. The DOT project engineers and their design consultant, R&M Engineering, are designing a bottomless culvert to span the stream where the bridge now stands. The road embankment will be raised to eliminate the dip over the stream and guardrails will eliminate the potential for vehicles to accidentally go off into the stream. Construction is scheduled to begin the last week of March, 2016 with completion by the end of April, just ahead of the visitor season.

6. Welcome to Gustavus Sign. Rachel Parks took the lead on behalf of the Gustavus Visitors Association to procure the new kiosk-style sign that now welcomes visitors arriving by ferry to Gustavus. The kiosk has a City map and key visitor information. Site work and sign construction were by Elm Robichaud of Fairweather Construction. Thank you Rachel and Elm for your fine work to assure that visitors feel welcome and have the information they need to enjoy their stay in Gustavus!

7. Financial Audit. Our contracted auditing firm has completed the field work in our City Hall to examine our records from Fiscal Year 15, which ended June 30. Their exit meeting with Council members last Friday indicated very favorable results. A strong audit report reflects well on the City as we apply for grants and conduct other financial affairs. We always learn from audits such as this, even when all the basics requirements are met. We expect to implement recommendations being made this year for streamlining our budgeting and financial records systems to improve efficiency and service to our community.

8. Administrative Staff Changes. In July we said “goodbye and thanks!” to Noel Farevaag who served as our City Treasurer for nearly two years. Noel was instrumental in preparing for our first financial audit last year and for our second this year. She strengthened our financial processes, established proper records, made sure bills were paid promptly, and collected tens of thousands of dollars of back sales taxes. As a result the City is on a much sounder financial footing, enabling more and better quality services to our community.

With Noel’s departure, City Clerk Lori Ewing has agreed to assume Treasurer duties while the Council considers whether to restructure administrative positions in the coming months. Lori also serves as the GVFD Administrator, so has a heavy work load. Council members are helping with some administrative tasks. We are fortunate for Lori’s willingness to take on added responsibilities for this interim period and for her skill and diligence in executing her many responsibilities.

Mike Taylor
Mayor

Item No. 13 City Council Questions and Comments

Item No. 14 Public Comment on Non-agenda Items Only

This is the second opportunity for the public to comment on non-agenda items only. The Council listens to each presenter. **The Council will not engage with the presenter. The comments being made are not on the Agenda. The presenter shall be thanked for their comment(s).** Comments on agenda items should be addressed at the time the Item is open to public comment.

Item No. 15 Executive Session

Item No. 16 Adjournment